



February 24, 2011

Mr. Craig Hegstrom
25445 SR 46
Sorrento, FL 32776

RE: Craig Hegstrom
Project No. 2011020004, Application No.1773
Description: Professional Offices on CP and A zoned properties

Dear Mr. Hegstrom:

The Development Review Staff (DRS) has reviewed your pre-submittal application for Professional Office use on CP and A zoned properties located in Sorrento. We have attached our review comments for your reference. Please feel free to use this information in the preparation of your formal development application.

A meeting to discuss the comments with DRS has been scheduled for Thursday, March 10, 2011 at 9:00am. The meeting will be held in the Growth Management Conference Room located on the 5th Floor of the Lake County Administration Building, 315 W. Main Street in Tavares.

Please be advised that our review of your pre-submittal application is a cursory review before filling any formal applications. The cursory review and comments related to the pre-submittal meetings do not constitute a waiver of any requirements contained in the County's Comprehensive Plan, Land Development Regulations, nor does it constitute an approval of your proposal.

Should you have any questions, please contact our office at (352) 343-9739.

Sincerely,

Jennifer M. Cotch (Case Manager)
Division of Planning and Community Design
(352) 343-9739 ext.5419
Email: jcotch@lakecountyfl.gov

PLANNING AND COMMUNITY DESIGN DIVISION | A division of the Department of Growth Management
P.O. BOX 7800 • 315 W. MAIN ST., TAVARES, FL 32778 • P 352.343.9641 • F 352.343.9767
Board of County Commissioners • www.lakecountyfl.gov

JENNIFER HILL
District 1

SEAN M. PARKS, AICP, QEP
District 2

JIMMY CONNER
District 3

LESLIE CAMPIONE
District 4

WELTON G. CADWELL
District 5

Planning & Community Design Division- Jennifer Cotch (352) 343-9739x 5419
Informational Comments

1. Proposed Development Description (Redevelopment Or New Development)

The proposed project is to rezone two parcels that will allow commercial uses to include professional office.

2. Property Acreage/Size

The total of the two parcels are approximately 3.36 acres in size.

There are existing structures on the properties.

3. Property Location

The property is located north of State Road 46, east of Mt. Plymouth Loop, and one mile east of the CR 437 and SR 46 interchange.

The addresses are known as 25445 and 25509 SR 46, Sorrento, FL

4. Proposed Development Consistent with Current Future Land Use & Zoning

Future Land Use Category (FLU) = Mt. Plymouth Main Street

Comprehensive Plan Policy 1-.3 A.1 allows office, professional or institutional use within Regional Activity Centers.

The Existing Zonings are Agriculture (A) and Planned Commercial (CP) with Neighborhood Commercial (C-1) uses.

The proposed uses described in the presubmittal application (professional offices) are allowed on the property zoned CP, but not allowed on the property zoned A.

To make the properties compliant with the code and the proposed uses, the applicant may rezone the entire proposed project area to a commercial zoning district. A rezoning application has been enclosed for your review and convenience.

5. Outside Agency Approvals Required (SJRWMD, FDEP, US Army COE, FFWCC, Etc.)

Please refer to Public Works and the Department of Health's comments for specific requirements.

6. Setbacks Proposed

All buildings in the Commercial zoning districts shall be setback no less than 50-ft from all roads, or right-of-way easements bounding the project area. However if there is Existing Development, with existing structures on a block, and all right-of-way, which is required by Lake County, is dedicated to the public, then a setback, computed by the average of the structures on the block, shall be permitted.

7. Parking Proposed

Parking will be required at site plan, after rezoning. Parking totals will depend on the amount of type of use occupying the buildings and the total square footage.

8. Water/Sewer Provisions

Please refer to the Health Department comments for requirements.

9. Conceptual Plan Of Proposed Development

A conceptual plan will be required with the rezoning application. A detailed site plan will be required prior to the issuance of a development plan.

10. Landscape Plan

Currently, the properties to the north and east are zoned Agriculture. A Type "C" landscape buffer may be required between Commercial and Agriculture uses. A Type C landscape has a minimum 15-ft landscape buffer with five canopy trees, four ornamental trees two rows of hedges, two feet high, and 20% of landscape ground cover other than turf, per 100 linear feet.

11. Tree Removal Permit

If any trees will be removed and do not qualify for tree exemptions, than a tree removal permit shall be required.

12. Potential Review Fees

Please note that the Applicant will be required to submit a site plan application after the approval of the Rezoning Ordinance. Zoning Clearance and Building Permits will also be required for those structures supporting the proposed uses. Please see the attached Rezoning and Site Plan Fee Checklists.

Please also note that there are additional fees associated with Impact Fees, refer to Concurrency Management review for details.

Review Status: Approved with Comments

Environmental Review- Jennifer Cotch (352) 343-9739x 5419

1. Environmental Assessment

An environmental assessment will not be required with the submittal of a site plan application.

2. Wetlands

There are no wetlands associated with the project.

3. Natural Upland Communities

There are no natural upland communities associated with the project.

Review Status: Approved with Comments

Health Dept - Jerry Brown (352) 253-6130

Informational Comments

1. Water Supply

When submitting the site plan application, please identify onsite well(s). To meet the minimum requirements for a small business operation, the existing onsite well will need to be sampled, cleared and approved for change of use as DOH limited use commercial water system through Lake County Health Department (CHD). If business operations exceed 25 people per day, the onsite well water system will need to comply with DEP requirements.

2. Wastewater Disposal

When submitting the site plan application, please identify the existing onsite septic system (OSTDS) including tank and drain field. The existing OSTDS will need evaluated, permitted and approved for change of use by Lake CHD.

3. Potential Review Fees

The General Site Plan fee of \$125 for Lake CHD's review will be required.

4. Comments

The Site plan will need to be to scale and identify neighboring well and septic systems within 100 feet of existing onsite well and OSTDS.

Review Status: Approved with Comments

Fire – Robin Gutting (352) 343-9653 x 5427

Informational Comments

1. Provide Needed Fire Flow Calculations For The Building (S) Per LDR Chapter 9.08 On The Plans

No information will be required at the rezoning request.

At time of site plan review this additional information will be required on the site plan.

2. Provide Fire Department Access Per Florida Fire Prevention Code 2007

No information will be required at the rezoning request.

At time of site plan review this additional information will be required on the site plan.

3. Add Fire Protections Systems Notes For Point Of Service, Tamper Switches, And Signage

No information will be required at the rezoning request.

At time of site plan review this additional information will be required on the site plan. (if required)

4. Storage Arrangement & Commodity Classification Of Storage

No information will be required at the rezoning request.

At time of site plan review this additional information will be required on the site plan.

5. Provide Quantity Of All Hazardous Materials And MSDS, Including NFPA 704 Information

No information will be required at the rezoning request.

At time of site plan review this additional information will be required on the site plan.

6. Provide Accessible Route/Path Of Travel To A Public Way From All Required Exits (Sidewalks)

No information will be required at the rezoning request.

At time of site plan review this additional information will be required on the site plan.

7. Location Of Fire Hydrants and/or Fire Protection Water Storage Tanks (Chapter 9 Of LDR And NFPA1142)

No information will be required at the rezoning request.

At time of site plan review this additional information will be required on the site plan.

8. Add Note On Plan For Knox Box, Lock Or Access System Per NFPA 1 Section 10.12

No information will be required at the rezoning request.

At time of site plan review this additional information will be required on the site plan. (if gated)

13. Miscellaneous Fire Requirements

No information will be required at the rezoning request.

At time of site plan review this additional information will be required on the site plan.

If this is light-frame truss-type construction (repetitive wood or light gauge steel framing members) the placement of an identifying symbol (Maltese Cross) per 69A-3.012 shall be place according to the requirements of 69A-3.012 (size, color, height and placement)

.NFPA 1 Chapter 19 Section 19.2.1.4 Rubbish within Dumpsters:

Dumpsters and containers with an individual capacity of 1.5 yd³ [40.5 ft³ (1.15 m³)] or more shall not be stored in buildings or placed within 10 ft (3 m) of combustible walls, openings, or combustible roof eave lines.

19.2.1.4.1 Areas containing dumpsters or containers shall be protected by an approved automatic sprinkler system and enclosed with a fire resistance rating of 1 hour.

19.2.1.4.2 Structures of Types I and II fire-resistive construction used for dumpster or container storage shall be located not less than 10 ft (3 m) from openings and other buildings.

14. Potential Review Fees

A Rezoning fee of \$175.00 and a Site Plan Fee of \$181.00 will be required.

Review Status: Approved with Comments

Public Works - Ross Pluta/Seth Lynch 352-483-9041

Informational Comments

1. Transportation/Access Management

A Florida Department of Transportation (FDOT) Driveway Permit Determination will be required with the site plan application.

The site may be required to have turn lanes constructed by the developer. This will be reviewed with a development application.

2. Stormwater

If any additional impervious surface is proposed to be constructed on site then a St Johns River Water District Permit Determination/Permit will be required with the site plan.

3. Right-Of-Way

The current CP ordinance says that the applicant shall dedicate right-of-way. Also make the necessary transportation improvements. The proposed changes to the site with future rezoning and site plan submittals will require additional information from the applicant on what type of uses, size of the uses and impact of the site on the current roadway(s).

4. Potential Review Fees

This project will require the site plan review and stormwater concurrency review when site plan is submitted.

Review Status: Approved with Comments

Transportation Concur - Sharon Lewis (352) 483-9050

Informational Comments

1. Potential Review Fees

A transportation concurrency fee will not be assessed

2. Transportation Concurrency

The standard LOS for the impacted roadway of SR 46 is "C" with a capacity of 750. This segment of roadway is currently operating at ninety seven percent (97%) of its capacity. This project will be generating two (2) directional pm peak hour trips with an insignificant adverse effect to the roadway segment capacity (SR 46 from CR 437N to CR 435).

Review Status: Approved with Comments

Concurrency Mgmt/Dev Processing (352)343-9855
Informational Comments

1. Capacity And Encumbrance

As part of your site plan application, you must apply for a Capacity Encumbrance Letter (CEL). Receipt of a CEL encumbers capacity for public facilities and services for 120 days from the date of issuance. Prior to expiration of the CEL, you must either have a building permit issued or apply for and receive a Capacity Reservation Certificate. In order to receive the Certificate, which reserves capacity for up to 4 years, capacity reservation fees must be paid in full. Reservation fees are based on 100% of the estimated transportation impact fees for commercial.

2. Potential Concurrency Fee

Additional information is needed. However, based on the information provided, the project may not be subject to transportation concurrency fees for the existing uses. Transportation Concurrency may apply to any new construction. Should you construct a building for office use under 10,000 sq ft, you may be subject to Land Use Code 710 for Transportation at the rate of \$4,452 per 1,000 sq ft.

3. Potential Impact Fee

Impact fees are based upon the total building square feet. Since the total square feet of the proposed building is not available, the calculation for Transportation Impact fee is \$4,452.00 per 1000 sq ft and \$1,301.00 per 1,000 sq ft for Fire Impact Fee. Transportation Impact fees are suspended until March 1, 2012, provided a building permit is obtained prior to that date.

Review Status: Approved with Comments

The following required information shall be submitted when applying for site plan approval. Additional information may be required depending on the project.

- ___ 1. Development Application Form
- ___ 2. Tax receipt or property record card
- ___ 3. Latest recorded warranty deed showing the current title holders of the property
- ___ 4. A legal survey prepared by a surveyor registered in the State of Florida, showing an accurate legal description and the total acreage when the property is part of a larger tract.
- ___ 5. **Major Site Plan Submittal:** Six (6) prints of the site plan with supporting documentation. Seven (7) if in the Joint Planning Area.
- ___ 6. **Minor Site Plan Submittal:** Four (4) prints of the site plan with supporting documentation.
- ___ 7. Application for Capacity Encumbrance Letter or vesting from concurrency, application for Capacity Reservation Certificate or a valid Capacity Reservation Certificate, or DeMinimus determination or an exemption determination.
- ___ 8. Environmental assessment. (if applicable)
- ___ 9. State agency permits. (if applicable)
- ___ 10. Tree removal permit. (if applicable)
- ___ 11. Utility availability letter.
- ___ 12. Aerial photograph.
- ___ 13. Application fees.

A. PLAN FORMAT

- ___ 1. 1"/100' scale
- ___ 2. 24" x 36" plan sheets, 3/4" margin, 2" at binding
- ___ 3. Sheet number and total number of sheets

B. PLAN REQUIREMENTS

- ___ 1. General vicinity map drawn to scale showing position of proposed site in the Section(s), Township and Range.
- ___ 2. Principal roads, city limits and other pertinent information.
- ___ 3. Complete legal description of the property.
- ___ 4. Name, address and telephone number of the owner(s) of the property.
- ___ 5. Name, address, telephone number of engineer or landscape architect preparing the plan. The designated contact person must be referenced on the plans.
- ___ 6. Title block, north arrow, scale, date.
- ___ 7. Area of property shown in square feet and acres.
- ___ 8. Provide Building Construction information to reflect type as listed: Frame, Joist Masonry, Non combustible, Modified fire resistive, fire resistive.
- ___ 9. Location of existing property, or right-of-way/easement lines for private and public property.
- ___ 10. Location of existing streets, railroads, buildings, transmission lines, sewers, bridges.
- ___ 11. Location of existing culverts, drain pipes and water and sewer lines within 300 and 1000 feet (curb line distance).
- ___ 11. Location of existing stormwater management systems.
- ___ 12. Existing and proposed septic tank systems or sewer lines.
- ___ 13. Potable water source; existing and proposed wells and water lines (Appendix B - LDR's).
- ___ 14. Indicate location of nearest alternative water supply (lake, pond, spring, development with approved water supply system. Alternative supply must be approved by Fire Prevention).
- ___ 15. Location of existing hydrants.
- ___ 16. Any land rendered unusable for site purposes by deed restrictions or other legally enforceable limitations.
- ___ 17. Landscape Plan and Legend (Trees over 6" DBH).

18. Tree Removal and Mitigation.

_____ A tree inventory consisting of an aerial photograph or drawing (at a scale of one inch equals two hundred feet (1" = 200) or a greater legible scale showing:

_____ Property boundaries (survey)

_____ For all protected trees found on the attached approved tree list as specified in (B) below.

a. Location, Caliper DBH and Common Name of individual trees or tree groupings

b. Location, Caliper DBH of Historic, Specimen or Heritage Trees

_____ General schedule of when the trees will be removed and when replacement trees will be planted

_____ Mitigation plan indicating location, size and species of trees used as replacements.

19. U.S.D.A. Soil Conservation Service soil types.

20. Contour lines at five (5) foot intervals

21. FLUCS vegetative cover overlain on the concept plan, and precept survey for designated species when native habitat is being altered or cleared or when project is 100 acres or greater.

22. Water courses, water bodies, flood plains, wetlands and other important natural features. (Jurisdiction Wetland Line, Ordinary High Water Line, or Mean High Water Line, and 100-Year Flood line.)

23. Base Flood Elevation

24. Designated species survey.

25. Existing zoning of the parcel.

26. Depiction of abutting property within five-hundred (500) feet showing:

_____ Existing zoning

_____ Land uses

_____ Principal structures (construction type within 100 feet)

_____ Major landscape features

_____ Intensities of non-residential use

_____ Traffic circulation systems

_____ Existing and proposed driveways

_____ Water and sewer facilities

_____ Wells and septic tank systems

27. Intensity or density of the site (ISR/- DU/AC)

28. General parking and circulation plan broken down by Standard, Compact, and Handicapped.

29. Points of ingress and egress from the site with relation to existing or planned public or private road rights of way; pedestrian ways, bicycle paths and access points to public transportation facilities.

30. Proposed Stormwater management systems and proposed linkage, if any, with existing or planned public water management systems.

31. Location and availability of capacity for potable water and wastewater facilities to serve site and identification of who will serve the site. (Potable water systems within 300 feet and wastewater treatment systems or central lines within 1000 feet).

32. Description of any required improvements or extensions to off-site facilities.

33. Proposed open space areas on the site and types of activities proposed to be permitted on them.

34. Location of existing public or private easements.

35. Lands or land use rights to be dedicated or transferred to the public or a private entity and the purposes for which the lands will be held and used.

36. Location of the site in relation to any established urban service areas and utilities.

37. A description of how the plan mitigates or avoids potential conflicts between land uses.

C. ADDITIONAL DATA

A Traffic Impact Study (TIS) will generally not be required for projects, meeting the following conditions: The proposed development meets the "De Minimus" criteria specified by LDR chapter 5.01.03 (A & B) - Exemptions for Development with "De Minimus" Impact, and that the development site is on a roadway currently operating at V/C (vehicles/capacity) ratio below 0.5.

For development sites that do not meet the "De Minimus" criteria but generate less than 25 net new vehicular trips based upon weekday A.M. peak-hour, weekday P.M. peak-hour and or weekend peak-hour trips; a Request of Exemption Letter must be submitted. The minimum data required for this letter is described in Lake Sumter MPO Traffic Impact Study Methodology Guidelines. A traffic impact study will be required as outlined in the MPO

Manual for all other development sites.

Please contact the Lake County Public Works Department at 352-483-9040 with any questions regarding requirement

Additional standards applying to the Wekiva River Protection Area or Green Swamp Area of Critical State Concern shall be required for development proposals pursuant to Chapters VII and VIII of the Land Development Regulations, as amended. Any requested development order must comply with the Lake County Land Development Regulations, as amended, and the Lake County Comprehensive Plan, as amended. If this project has vesting status or is subject of a special master settlements please include documentation of such.

Site Plan Fee Checklist

Planning & Community Design Review: (select one from A – E)

| | | |
|---|--------------------------|-------|
| A. Major Site Plan (SPRD) (New site plans or existing site plans that do not have an existing site plan approval) | \$1,250.00 | _____ |
| B. Major Site Plan Amendment (SPRC) | \$ 550.00 | _____ |
| C. Minor Site Plan Review and Amendment (SPRE) | \$ 275.00 | _____ |
| D. Master Park Plan (PPMA) | \$ 365.00 + 1.65 per lot | _____ |
| E. Master Park Plan Minor Amendment (PPMB) | \$ 175.00 | _____ |

| | | |
|---|-----------|-------|
| Landscape Review Fee (SPRB) | \$ 200.00 | _____ |
| Tree Removal Application Review Fee (TRSPB) | \$ 200.00 | _____ |
| After-the-Fact Tree Removal Application Review Fee (TRSPA) | \$ 500.00 | _____ |
| Uplands, Wetlands, Wildlife, & Critical Habitat Review (WR) | \$ 200.00 | _____ |
| Wellfield Protection (WCPWP) | \$ 125.00 | _____ |

Inspection Fees

| | | |
|----------------------------------|-----------|-------|
| A. Landscaping Inspection (SPRF) | \$ 100.00 | _____ |
| B. Lot Grading (PWLGC) | \$ 200.00 | _____ |

Capacity Encumbrance Letter Review (select one from A – B)

| | | |
|---|-----------|-------|
| A. Capacity Encumbrance Letter - No Alternate Data – not submitting traffic study | | |
| Public Works – Stormwater: \$ 30.00 (CELPWS) | | |
| Public Works – Transportation: \$450.00 (CELPWT) | | |
| Growth Mgmt Administration – Parks, SW: \$110.00 (CELADM) | \$ 590.00 | _____ |
| B. Capacity Encumbrance Letter - Alternate Data – submitting traffic study | | |
| Public Works – Stormwater: \$ 30.00 (CELPWSD) | | |
| Public Works – Transportation: \$915.00 (CELPWTD) | | |
| Growth Mgmt Administration – Parks, SW: \$110.00 (CELADM) | \$1055.00 | _____ |

Public Works Site Plan Review (select one from A – C)

| | | |
|---|-----------|-------|
| A. Commercial, Industrial, Mining and Non-platted Residential (PWCIM) | \$ 925.00 | _____ |
| B. Major Plan Revision / Amendment (PWMSP) | \$ 635.00 | _____ |
| C. Minor Plan Revision / Amendment (PWDM) | \$ 250.00 | _____ |

Public Works Stormwater Review (select one from A – C)

| | | |
|--|-----------|-------|
| A. Non-residential (PWSRN*) | \$ 310.00 | _____ |
| B. Major Plan Revision / Amendment (PWMPR) | \$ 460.00 | _____ |
| C. Minor Plan Revision / Amendment (PWSRD) | \$ 165.00 | _____ |

Fire Review

| | | |
|------------------------|-----------|-------|
| Site Plan Review (FDF) | \$ 181.00 | _____ |
|------------------------|-----------|-------|

Health Department Review (select one from A – E)

| | | |
|---|-----------|-------|
| A. Health Department Site Plan Review Type 1 (HDSRP1) (Freestanding "big box" retail outlets with more than 100,000 sq.ft; shopping centers with more than 250,000 sq.ft; heavy industrial, sites less than 2 acres) | \$ 125.00 | _____ |
| B. Health Department Site Plan Review Type 2 (HDSRP2) (All non-residential urban or rural land uses on sites greater than 2 acres) | \$ 175.00 | _____ |
| C. Health Department Site Plan Review Type 3 (HDSRP3) (All urban multifamily, RV Parks, etc.) | \$ 125.00 | _____ |
| D. Major Site Plan Amendment (HDMSPA) | \$ 175.00 | _____ |
| E. Minor Site Plan Amendment (HDNSPA) | \$ 125.00 | _____ |

Zoning Division

| | | |
|----------------------------------|-----------|-------|
| Paperless Zoning Clearance (ZPC) | \$ 100.00 | _____ |
|----------------------------------|-----------|-------|

Subtotal: \$ _____

A 1% service charge will apply if paying by credit card (of the total amount due) (CCARD) \$ _____

TOTAL: \$ _____

Plan Revision/Re-submittal Fees: A plan revision fee will apply for projects that are required to submit a revised plan and or information to respond to staff comments. These fees are required to be paid prior to site plan approval.

- Planning and Community Design – if submitting 30 days after scheduled DRS Meeting, or written comments this is a one time fee, this fee does not apply for any reviews there after (SUBD*) \$ 100.00 _____
- Fire, Building Services – beginning with third review (FDF*) \$ 73.00 _____
- Public Works – beginning with third review (PWR3*) \$ 320.00 _____
- Health Department – beginning with second review (HDPFR1*) \$ 50.00 _____

Make checks payable to: LAKE COUNTY BOARD OF COUNTY COMMISSIONERS



REZONING APPLICATION SECTION 14.03.00

Public Hearing Number: _____
 Project Number: _____
 Application Request Number: _____

Staff Initials: _____
 Date: _____
 Filing Fees: _____

You have the option to request a Development Review Staff (DRS) meeting or written comments only. Please check which one you would prefer.

_____ DRS meeting requested

_____ Written comments only

**** Your project could be eligible for our "Fast Track Process" for Green buildings, affordable housing, or targeted industries. If you believe your project is a targeted industry, please contact Economic Growth and Redevelopment at 352-343-9866 to see if your project is eligible. If you are constructing a Green building or your development is an affordable housing project, please let us know. ****

1. Project Name: _____

2. Applicant's name: _____

Mailing address (complete) _____

E-Mail address: _____

Telephone number: (____) _____

Status: Owner _____ Appointee _____ Agent _____ Purchaser _____

3. Owner's name: _____

Mailing address (complete) _____

E-Mail address: _____

Telephone number: (____) _____

The property is generally located in the vicinity of the following streets:

Property legal description: Section _____ Township _____ Range _____

Alternate Key #(s) _____

4. Area of Property: _____ Sq. Ft. Acres: _____

5. Does property have or intend to provide:

Central water & sewer? Yes _____ No _____ **NOTE: Utility provider documentation required.**

Individual well and septic? Yes _____ No _____; or explain how services will be provided:

6. Existing zoning: _____ Proposed zoning: _____

If amendment of Planned Commercial District (CP) _____ or Planned Industrial District (MP) _____ or Planned Unit

Development (PUD) _____ or Community Facilities District (CFD) _____

Existing ordinance # _____

Note: A site conceptual plan is required for CP, MP, PUD and CFD zonings and must be prepared as enumerated on page 7 of this application.

7. Future Land Use Map designation: _____
 Wekiva River Protection Area: Yes _____ No _____
 Green Swamp Area of Critical State Concern: Yes _____ No _____
8. IF the proposed zoning is Planned Unit Development (PUD), indicate type of use(s) requested:
 Residential _____ Commercial _____ Industrial _____
 THEN, refer to page 7 of this application for submittal requirements.
9. Any waivers or variances to the PUD ordinance requirements must be applied for at the time of rezoning request., including waivers to central utility connection requirements. These WAIVERS or VARIANCES must be attached and made a part of this application.
 If additional room is needed to fully answer the following questions please use additional paper.
10. List number of existing structures on site and their present use, and the use of the property:

11. Proposed use(s) of the site: _____

12. A statement describing any changed conditions that would justify the rezoning:

 A statement describing why there is a need for the proposed rezoning:

 A statement describing whether and how the proposed rezoning is consistent with the Lake County Comprehensive Plan:

 A statement outlining the extent to which the proposed rezoning:
 1. Is compatible with existing land uses: _____

 2. Affects the capacities of public facilities and service: _____

 3. Affects the natural environment: _____

 4. Will result in an orderly and logical development pattern: _____

13. **Affordable Housing Projects:** Estimated value of structure(s) and land for each lot.
 Structure(s): \$ _____ + Land \$ _____ = \$ _____
 If the combined value is equal to or less than 80% of the median price of a home in the Orlando MSA and/or at least 30% of the dwellings in each phase are affordable; then the project qualifies for expedited review.
14. Is the proposed use permissible in requested zoning district?
 YES _____ NO _____ PLANNER'S INITIALS: _____
15. Has any previous application been filed within the last year in connection with this property?
 YES _____ NO _____. If YES, describe briefly the nature of the request:

16. Please attach the EXACT LEGAL DESCRIPTION of the property being petitioned for this rezoning on a separate sheet as described on the WARRANTY DEED and provide copies of current DEED.
17. Please attach a current PROPERTY RECORD CARD for the parcel. A Property Record Card may be obtained from the LAKE COUNTY PROPERTY APPRAISER'S OFFICE or website.

To be completed by Staff:

Verbal Pre-submittal Project# _____

Existing Zoning: _____

Future Land Use Designation: _____

Section: _____ Township: _____ Range: _____

Planning Area: _____

Utility Service Area: _____

Commission District: _____

Notes: _____

OWNER'S AFFIDAVIT

STATE OF FLORIDA

COUNTY OF LAKE

BEFORE ME, the undersigned authority personally appeared _____, who being by me first duly sworn on oath, deposed of and says:

1. That he/she is the fee-simple owner of the property legally described on page 3 of this application.
2. That he/she desires rezoning from _____ to _____ for the property legally described on Page 3 of this Application.
3. That he/she has appointed _____ to act as Agent to accomplish the above. The Owner is also required to complete the APPLICANT'S AFFIDAVIT of this Application if NO AGENT is appointed to act in his stead.

Affiant (Owner's Signature)

STATE OF FLORIDA

COUNTY OF LAKE

The foregoing instrument was acknowledged before me this ____ day of _____, 20____, by _____, who is personally known to me or who has produced _____ as identification and who did _____ or did not _____ take an oath.

Notary Public (Signature)

(SEAL)

My Commission Expires: _____

NOTE:

All Applications shall be signed by the Owner(s) of the Property, or some person duly authorized by the Owner to sign. The authority authorizing such person other than the Owner to sign MUST be attached.

APPLICANT'S AFFIDAVIT

STATE OF FLORIDA

Growth Management Department
Planning & Community Design Division

Page 4 of 7

Rezoning Application
Revised on 10/14/2010

COUNTY OF LAKE

BEFORE ME, the undersigned authority personally appeared _____, who being by me first duly sworn on oath, deposes and says:

1. That he/she affirms and certifies that they understand and will comply with all Ordinances, Regulations, and Provisions of Lake County, Florida, and that all statements and diagrams submitted herewith are true and accurate to the best of their knowledge and belief, and further, that this application and attachments shall become part of the Official Records of Lake County, Florida, and are Not Returnable.
2. That he/she desires rezoning from _____ to _____ for the property legally described on Page 3 of this application.
3. That the submittal requirements for the application, which are shown on Page 7, have been completed and attached hereto as part of this application.
4. That the sign cards which will be posted by the Growth Management Department on or before the first (1st) working day of the month in which the case will be considered for public hearing before the Planning and Zoning Board and the Board of County Commissioners, will remain posted until final determination has been made by the Board of County Commissioners, after which said signs are to be REMOVED AND DESTROYED BY THE APPLICANT.

Affiant (Applicant's Signature)

STATE OF FLORIDA

COUNTY OF LAKE

The foregoing instrument was acknowledged before me this ____ day of _____, 20____, by _____, who is personally known to me or who has produced _____ as identification and who did _____ or did not _____ take an oath.

Notary Public (Signature)

(SEAL)

My Commission Expires: _____

APPLICATION FILING FEES

Rezoning Fees (select one from A – H)

| | |
|---|-----------------|
| A. Rezoning to AR, R1, R2, R3, R4, R7, & RP, CFD (ZFJ*) | \$1,000.00_____ |
| B. Rezoning to "A" Agriculture and "RA" Ranchette District (ZFM*) (5 acre minimum) | \$ 200.00_____ |
| C. Rezoning to Commercial and Industrial – (ZFK*) | \$1,250.00_____ |
| D. Rezoning to PUD (Planned Unit Development) – (ZFN*) | \$1,250.00_____ |
| E. PUD (includes CFD, CP, & MP) Major Amendment to Development Plan – (PUDF*) | \$ 550.00_____ |
| F. PUD (includes CFD, CP, & MP) Non-Substantial Text Amendment – (PUDJ*) | \$ 400.00_____ |
| G. PUD Non-Substantial Amendment to Development Plan (20 lots or less) – (PUDK*) | \$ 250.00_____ |
| H. PUD Non-Substantial Amendment to Development Plan – (PUDM*) | \$ 525.00_____ |

All applications listed above are required to pay the Legal Advertising Fee and Notification Fee

Legal Advertising Fee: You will receive a bill for this fee.

Notification Fee (NFEE*) Total Properties _____ x .28 cents = \$ _____
\$0.28 cents will be charged for all real property contiguous to and within 350 feet of the perimeter of the Applicant's property.

Capacity Encumbrance Letter Review (OPTIONAL EXCEPT FOR PUDS)

Capacity Encumbrance Letter - No Alternate Data – not submitting traffic study

Public Works – Stormwater: \$ 30.00 (CELPWS)

Public Works – Transportation: \$450.00 (CELPWT)

Growth Mgmt Administration – Parks, SW: \$110.00 (CELADM) \$ 590.00_____

Capacity Encumbrance Letter - Alternate Data – submitting traffic study (REQUIRED FOR PUDS)

Public Works – Stormwater: \$ 30.00 (CELPWSD)

Public Works – Transportation: \$915.00 (CELPWTD)

Growth Mgmt Administration – Parks, SW: \$110.00 (CELADM) \$1055.00_____

Waiver – Central Water and/or Sewer Service – (WAV)

\$ 250.00_____

This fee will apply if the applicant is requesting a waiver.

Fire Review

Fire Review Fee (FDF*) \$ 181.00_____

Health Department

Zoning Map Amendment (HDZMA*) \$ 75.00_____

Subtotal: \$ _____

A 1% service charge will apply if paying by credit card (of the total amount due) (CCARD) \$ _____

TOTAL: \$ _____

Public Hearing Applicant Initiated Postponement (ZFB*) \$ 100.00_____

****If the rezoning/CUP is approved, you will be responsible for all fees associated with recording the ordinance into the public records of Lake County. A staff member will contact you when the ordinance is complete and the total fees for recording the document have been determined. ****

Make checks payable to: LAKE COUNTY BOARD OF COUNTY COMMISSIONERS

REZONING SUBMITTAL GUIDE

The following required information shall be submitted with the rezoning application:

- _____ 1. General application form.
A completed application shall be signed by all owners, or their agent, and notarized. Signatures by agents will be accepted only with notarized proof of authorization by the owners. In a case of corporate ownership, the authorized signature shall be accompanied by a notation of the signatory's office in the corporation.

- _____ 2. Copy of the Tax Receipt or Property Record Card, and the latest recorded Warranty Deed showing the current fee-simple titleholders of the property. If the legal description shown on the Warranty Deed is not correct or does not close, you may be required to submit a Boundary Survey or Sketch of Description of the property proposed for rezoning, certified by a professional land surveyor. The legal description should appear on the face of the survey or sketch of description.

- _____ 3. Plot plan, for all non-residential rezonings, drawn to an appropriate scale, on a 22-1/2" x 27" reproducible sheet, showing the following information:

All planned districts (CP, MP, CFD, CUP and PUD) are required to have a conceptual master plan.
 - _____ a. Project name.
 - _____ b. North arrow, date and scale.
 - _____ c. Name, address and telephone number of the owner and applicant.
 - _____ d. Property lines and contiguous street(s).
 - _____ e. Location and dimensions, and square footage of building, of all existing and proposed structures, indicating their intended use, and setback distances from all property lines and roadways.
 - _____ f. Existing and proposed means of vehicular ingress and egress to the property.
 - _____ g. Location of off-street parking and loading areas, showing the number of spaces, and the dimensions of access aisles and driveways.
 - _____ h. Location of all buffers, screens, walls and fences, indicating their height and type of materials used.

- _____ 4. Utility availability and or nonavailability letter for central water and/or sewer

- _____ 5. Application for Capacity Encumbrance Letter (optional)

- _____ 6. Any other information deemed necessary to establish compliance with this and other ordinances.

- _____ 7. Application Fees

*Make checks payable to the LAKE COUNTY BOARD OF COUNTY COMMISSIONERS
A 1% service charge will apply if paying by credit card.*

Rezoning Checklist

Project Number: _____
AR Number: _____

Staff Initials: _____
Date: _____
Filing Fees: _____

Required Items

- _____ Rezoning Application
- _____ Owner's Affidavit
- _____ Applicant's Affidavit
- _____ Submittal Guide
- _____ Corporate Paperwork
- _____ Property Record Card (s)
- _____ Deed
- _____ Survey
- _____ Conceptual Site Plan
- _____ Copy of Zoning Map
- _____ Copy of 2008 Aerial
- _____ Copy of Flood Zone Map
- _____ Copy of Wetland Map
- _____ Concurrency Application or
- _____ Affidavit of Deferral
- _____ Utility Availability Letter
- _____ Copy of Ordinance/CUP
- _____ Fee Checklist
- _____ Rezoning Buffer
- _____ Receipt

Process

| | |
|-------|---------------------------|
| _____ | Determine if Allowed |
| _____ | Verify Affidavits |
| _____ | Run Legals for Accuracy: |
| _____ | Deed |
| _____ | Property Record Card (s) |
| _____ | Survey |
| _____ | Conceptual Site Plan |
| _____ | Create 350-Foot Buffer |
| _____ | CD-Plus: |
| _____ | Locate/Create Project |
| _____ | Update Roles |
| _____ | Create App. Request |
| _____ | Sufficiency Review |
| _____ | If Insufficient: |
| _____ | Mail Insufficient Letter |
| _____ | Create Attn. Item 2-wk |
| _____ | If Sufficient: |
| _____ | Create Sufficient Letter |
| _____ | Scan Documents |
| _____ | Scan Buffer |
| _____ | Transfer Scanning from Y: |
| _____ | Drive to R: Drive |
| _____ | Mail Sufficient Letter |
| _____ | E-mail DPS |
| _____ | Transfer Packet to DPS |